

**School District #75 (Mission)  
Public Meeting of the Board of Education Agenda**

April 19, 2022, 6:30 pm  
Heritage Park Middle School - Cafetorium  
33700 Prentis Avenue, Mission, BC

			<b>Pages</b>
<b>1.</b>	<b>CALL TO ORDER</b>		
	<i>The Board Chair will acknowledge that this meeting is being held on Traditional Territory.</i>		
<b>2.</b>	<b>ADOPTION OF AGENDA</b>		
<b>3.</b>	<b>DELEGATIONS/PRESENTATIONS</b>		
<b>4.</b>	<b>UNFINISHED BUSINESS</b>		
<b>5.</b>	<b>STAFF REPORTS</b>		
5.1.	Reporting out from Closed Meeting	Verbal	
5.2.	COVID Update	Information	1
5.3.	Capital Plan Bylaw No. 2022/23-CPSD75-01	Action	2 - 10
<b>6.</b>	<b>NEW BUSINESS</b>		
6.1.	Costa Rica Trip District Proposal	Action	11 - 27
	Lindsay Colosie & Jim Pearce submitted a Trip proposal		
6.2.	Indigenous Graduation Requirements BCSTA Survey	Action	28 - 30
	Staff provided input, Board/EA to complete		
6.3.	Hybrid meetings options	Discussion	31
<b>7.</b>	<b>MINUTES OF PREVIOUS MEETINGS</b>		
7.1.	Board of Education Public Meeting Minutes, March 8, 2022	Action	32 - 36
<b>8.</b>	<b>INFORMATION ITEMS</b>		
<b>9.</b>	<b>CORRESPONDENCE</b>		
<b>10.</b>	<b>COMMITTEE MINUTES/LIAISON REPORTS</b>		

**11. ANNOUNCEMENTS**

**12. QUESTION PERIOD**

*Questions asked must be related to items discussed on the Agenda. Labour, Land, and Legal issues will not be discussed.*

**13. ADJOURNMENT**



# Public Meeting of the Board of Education

## Tuesday, April 19, 2022



**ITEM 5.3      Action      File No.      6000.20.Capital**

TO:              Board of Education  
FROM:          C. Becker, Secretary-Treasurer  
SUBJECT:      Capital Plan Bylaw no. 2022/23-CPSD75-01

### Recommendation

**THAT the following resolutions be approved:**

**THAT the required three (3) readings for Capital Bylaw No. 2022/23-CPSD75-01, a bylaw for the 2022/2023 Capital Plan, be carried out at one meeting.**

**THAT the first reading of Capital Bylaw No. 2022/23-CPSD75-01, a bylaw for the 2022/2023 Capital Plan, be approved.**

**THAT the second reading of Capital Bylaw No. 2022/23-CPSD75-01, a bylaw for the 2022/2023 Capital Plan, be approved.**

**THAT the third and final reading of Capital Bylaw No. 2022/23-CPSD75-01, a bylaw for the 2022/2023 Capital Plan, be approved.**

### **1. Summary:**

The Ministry of Education ("Ministry") reviewed all Five-Year Capital Plan submissions across the participating School Districts to determine priorities for available capital funding in the various programs. MPSD submitted a detailed report outlining the capital funding needs of the School District. The following projects have been approved for funding and requires a Bylaw to support the funding.

Riverside College	SEP – Dust Collection System Upgrading	\$690,000
Albert McMahan	SEP – HVAC Upgrades	\$110,000
Christine Morrison	SEP – HVAC Upgrades	\$300,000
Bus Replacement – unit 2753	D (80+RE) with 1 wheelchair space	\$203,315
Bus Replacement – unit 1750	A2 over 6350 Kg (24-33) with 3 wheelchair spaces	\$114,776
Bus Replacement – unit 6750	A2 over 6350 Kg (1-24) with 3 wheelchair spaces	\$20,914

### **2. Background:**

The Ministry requires all projects the Ministry Funds to be approved by Bylaw. This Bylaw is then funded through a certificate of approval. In order to release the funding, the Ministry requires the bylaw and funding agreement.

In providing the capital funding information to staff, the Ministry noted that due to the 2021 natural disasters and the significant amount of funding needed to support other school districts to replace schools that were damaged and to fund the numerous infrastructure replacements, the Province has had to defer or delay many funding decisions. The most notable for MPSD is the deferral of the decision regarding MSS. The Ministry staff is committed to assisting the School District with the submission of the MSS project for the 2023/2024 funding year.

The non-funded projects MPSD requested funding for:

Mission Secondary	Full Replacement	\$113,588,252
Albert McMahon	Addition	\$9,299,224
Hatzic Elementary	Full Replacement	\$29,262,700
Cedar Valley Elementary	New School	\$23,427,967
Hatzic Elementary	Land Acquisition	\$10,000,000
MSS	Land Acquisition	\$5,000,000
Deroche Elementary	Roofing (SEP)	\$400,000
Edwin S Richards Elementary	Roofing (SEP)	\$375,000
Fraserview Elementary	Roofing (SEP)	\$125,000
Christine Morrison Elementary	New (PEP)	\$165,000
Mission Central Elementary	New (PEP)	\$165,000

### 3. Options:

Not approving the bylaw would mean the school district would not receive the funding for the projects.

Buses:

The funding approved is for a regular bus. As Trustees have expressed interest in electric vehicles, the following information is provided for further consideration / amended resolution:

We have been approved for one 80 passengers + 1 wheelchair space and 2 smaller buses that seat 24. Trustees have discussed purchasing electric vehicles when possible. The following provides information for this consideration.

Staff do not believe that the larger 80+1 bus is able to be electric at this time due to the lower capacity. Currently, the large electric bus carries 6 fewer students than its large diesel counterpart. This doesn't sound like a big difference, but many of our bus routes are currently running at overcapacity, meaning if all students require busing for specific routes, we do not have enough seats on our current routes to accommodate everyone. The wheelchair space on the large bus already reduces the total capacity by 3 seats, therefore the electric version would reduce capacity by a total of 9 seats. The number of students on the bus (large bus is 84 capacity) is for elementary students only, with 3 students to a seat. Our middle

and high school students can only fit 2 per seat reducing the actual capacity of a large bus to 56. Further to the spacing concerns, the electric bus has limited range making it difficult to use on all routes or all field trips. As it will be our only large bus with wheelchair access, it would be valuable to be able to use this bus for any and all routes or trips required.

As for the 2 smaller buses, there are no spacing or seating concerns. We have asked for pricing for both the diesel and electric options for the small buses. If it makes financial sense, staff could recommend 1 electric and 1 diesel. The first reason for diesel is range, electric still has its range limits. Secondly and moving forward, if we want to add more electric vehicles the electrical distribution at the bus garage will require some upgrades. We currently have the capacity to add another charger, but further charging stations would trigger the need for a full-service upgrade. At this point, the estimate is very preliminary but an electrical service upgrade to the bus garage with a power kiosk for charging stations would cost \$60,000 - \$75,000.

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity
- c. Funding Guidelines, Costing, & Budget Impact  
The agreement provides an additional \$80,000 for the School District.
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
  - ii. Reputational
  - iii. Strategic

**5. Public Participation:**

**6. Implementation:**

- a. Submit the approved Bylaw to the Ministry
- b. Sign Agreement
- c. Receive Certificate of Approval

**7. Attachments:**

- a. Bylaw
- b. March 15, 2022 letter from the Ministry

**SCHOOL DISTRICT NO. 75 (Mission)**

**BYLAW No. 2022/23-CPSD75-01**

**CAPITAL PLAN 2022/2023**

A Bylaw of the Board of Education of School District No. 75 (Mission) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

The Board:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, will commence the Projects and proceed diligently and use best efforts to complete each Project substantially as directed by the Minister;
- (c) will observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) will maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

The Board, in open meeting assembled, enacts as follows:

1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of March 15, 2022 from the 2022/23 Five-Year Capital Plan as summarized in Schedule 1 attached to and forming part of this bylaw, is hereby adopted.
2. This Bylaw may be cited as School District No. 75 (Mission) Capital Bylaw No. 2022/23-CPSD75-01.

READ A FIRST TIME THE \_\_\_\_ DAY OF \_\_\_\_, 2022;  
READ A SECOND TIME THE \_\_\_\_ DAY OF \_\_\_\_, 2022;  
READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_ DAY OF \_\_\_\_, 2022.

**CORPORATE SEAL**

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 75 (Mission) Capital Bylaw No. 2022/23-CPSD75-01 adopted by the Board the \_\_\_\_ day of \_\_\_\_, 2022.

\_\_\_\_\_  
Secretary-Treasurer

**SCHOOL DISTRICT NO. 75 (Mission)**

**BYLAW No. 2022/23-CP-SD75-01**

**CAPITAL PLAN 2022/2023**

**Schedule 1**

<b>Capital Projects</b>			
Riverside College	SEP – Interior Construction Dust Collector System	\$690,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2023.
Albert McMahan	SEP – HVAC Upgrades	\$110,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2023.
Christine Morrison	SEP – HVAC Upgrades	\$300,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2023.
Bus replacement Fleet # 2753	New Bus D(80+RE)	\$203,315	Proceed to ordering between March 21, 2022 and June 10, 2022 from the list of approved vendors.
Bus replacement Fleet # 1750	New Bus A2 Over 6350 Kg (24-33)	\$114,776	Proceed to ordering between March 21, 2022 and June 10, 2022 from the list of approved vendors.
Bus replacement Fleet # 6750	New Bus A2 Under 6350 Kg (1-24)	\$120,914	Proceed to ordering between March 21, 2022 and June 10, 2022 from the list of approved vendors.



March 15, 2022

Ref: 218161

To: Secretary-Treasurer and Superintendent  
School District No. 75 (Mission)

### **Capital Plan Bylaw No. 2022/23-CPSD75-01**

Re: Ministry Response to the Annual Five-Year Capital Plan Submission for 2022/23

This letter is in response to your School District's 2022/23 Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs, and provides direction for advancing supported and approved capital projects. **Please see all bolded sections below for information.**

The Ministry has reviewed all 60 school districts' Annual Five-Year Capital Plan submissions for Major Capital Programs and Minor Capital Programs to determine priorities for available capital funding in the following programs:

- Seismic Mitigation Program (SMP)
- Expansion Program (EXP)
- Replacement Program (REP)
- Site Acquisition Program (SAP)
- Rural District Program (RDP)
- School Enhancement Program (SEP)
- Carbon Neutral Capital Program (CNCP)
- Building Envelope Program (BEP)
- Playground Equipment Program (PEP)
- Bus Acquisition Program (BUS)

The following tables identify major capital projects that are supported to proceed to the next stage, if applicable, as well as minor capital projects that are approved for funding and are able to proceed to procurement.

**MAJOR CAPITAL PROJECTS (SMP, EXP, REP, RDP)**

Project #	Project Name	Project Type	Comments
127813	Mission Secondary	Seismic	Project has been deferred. District to resubmit alongside other capital priorities as part of their next 5-year Capital Plan Submission.

**MINOR CAPITAL PROJECTS (SEP, CNCP, BEP, PEP, BUS)**

Below are tables for the minor capital projects that are approved. The table identifies School Enhancement Program (SEP), Carbon Neutral Capital Program (CNCP), Building Envelope Program (BEP), Playground Equipment Program (PEP), as well as the Bus Acquisition Program (BUS), if applicable.

**New projects for SEP, CNCP, BEP, PEP**

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Riverside College	SEP – Interior Construction	\$690,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2023.
Albert McMahan Elementary	SEP – HVAC Upgrades	\$110,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2023.
Christine Morrison Elementary	SEP – HVAC Upgrades	\$300,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2023.

**New projects for BUS**

Existing Bus Fleet #	New/Replacement Bus Type	Amount Funded by Ministry	Next Steps & Timing
2753	D (80+RE) with 1 wheelchair space	\$203,315	Proceed to ordering the school bus(es) between March 21, 2022 and June 10, 2022 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC

			website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
1750	A2 Over 6350Kg (24-33) with 3 wheelchair spaces	\$114,776	Proceed to ordering the school bus(es) between March 21, 2022 and June 10, 2022 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>
6750	A2 Under 6350Kg (1-24) with 3 wheelchair spaces	\$120,914	Proceed to ordering the school bus(es) between March 21, 2022 and June 10, 2022 from the list of approved vendors available through the Bus Standing Offer portal on the ASTSBC website at <a href="http://www.astsbcc.org">http://www.astsbcc.org</a>

**An Annual Programs Funding Agreement (APFA) accompanies this Capital Plan Response Letter which outlines specific Ministry and Board related obligations associated with the approved Minor Capital Projects for the 2022/23 fiscal year as listed above.**

**In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a single Capital Bylaw (using the Capital Bylaw Number provided at the beginning of this document) for its approved 2022/23 Five-Year Capital Plan as identified in this Capital Plan Response Letter. For additional information, please visit the Capital Bylaw website at:**

**<https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/capital/planning/capital-bylaws>**

**The Capital Bylaw and the APFA must be signed, dated, and emailed to Ministry Planning Officer Mary-Anne North at [mary-anne.north@gov.bc.ca](mailto:mary-anne.north@gov.bc.ca) as soon as possible. Upon receipt the Ministry will issue Certificates of Approvals as defined in the APFA.**

With the 2022/23 Capital Plan process now complete, the Capital Plan Instructions for the upcoming 2023/24 Annual Five-Year Capital Plan submission process (using the Ministry’s Capital Asset Planning System (CAPS) online platform) are available at the Ministry’s [Capital Planning](#) webpage.

NOTE: School districts’ Capital Plan submission deadlines for the 2023/24 fiscal year, using the CAPS online platform, will be as follows:

- Major Capital Programs (SMP, EXP, REP, RDP, BEP) – June 30, 2022
- Minor Capital Programs (SEP, CNCP, PEP, BUS) – September 30, 2022

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2022 deadline.

Please refrain from proactively reaching out to media regarding approved projects until the Province has made public announcements regarding minor capital approvals and playgrounds. Procurement and operational disclosure can continue.

When preparing public announcements pertaining to these approvals after the provincial announcements, please have District communications staff contact Meghan McRae, Communications Director, Government Communications and Public Engagement, at (250) 952-0622

Additionally, the Annual Facility Grant (AFG) project requests for the 2022/23 fiscal year are to be submitted using the CAPS online platform, on or before May 31, 2022.

As a school district with a School Site Acquisition Charge (SSAC) scheme in place, please also be advised that the eligible school site requirement set out in the final resolution of the Board of Education in accordance with s. 574(5) of the *Local Government Act*, is duly accepted by the Ministry as part of the Board's approved capital plan for 2022/23.

The Board should forthwith adopt a bylaw setting the School Site Acquisition Charges for the School District, as s. 575(3) of the *Local Government Act* prescribes that a SSAC may only come into effect 60 days (inclusive of weekends and holidays) after that bylaw is adopted by a board of education. At that point, local government may commence the collection of an applicable per dwelling unit charge from residential developers on behalf of a board.

Please contact your respective Regional Director or Planning Officer as per the [Capital Management Branch Contact List](#) with any general questions regarding this Capital Plan Response Letter or the Ministry's capital plan process. Specific questions about SSAC should be directed to Travis Tormala, Regional Director.

Sincerely,



Francois Bertrand, Executive Director  
Capital Management Branch

pc: Rob Drew, Director, Major Capital Projects, Capital Management Branch  
Damien Crowell, A/Director, Minor Capital Programs and Finance Unit, Capital Management Branch

<b>ITEM 6.1</b>	<b>Action</b>	<b>File No.</b>
TO:	Board of Education	
FROM:	A. Wilson, Superintendent of Schools	J. Pearce, Principal of Mission Secondary
SUBJECT:	Field Trip to Costa Rica, District Proposal	

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### **Recommendation**

**THAT the International Travel Application be reviewed and considered for approval**

#### **1. Summary:**

Sponsoring School: École Mission Secondary School

Destination: Costa Rica

Travel Dates: March 13 – March 21, 2023 (No instructional days)

Number of students: 10 – 18 grade 11 and 12 students (final numbers TBD)

Purpose of travel: **Biology & Environmental Science Field Research Expedition**

The purpose of this trip is to give students who have interest in biology or environmental science an opportunity to experience fieldwork in biology and ecology. Investigating biological concepts within a diverse natural environment provides so many more learning opportunities than are available in the classroom. Students will also get added benefits from the cultural experience of travelling to another country

**2. Background:** This would be our first international trip since the onset of Covid-19.

**3. Options:**

**4. Analysis and Impact:**

- a. Strategic Plan Alignment
- b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity
- c. Funding Guidelines, Costing, & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational
  - ii. Reputational

iii. Strategic

**5. Public Participation:**

**6. Implementation:**

**7. Attachments:**

- a. International Travel Application (Expedition District Proposal)
- b. Emergencies on Tour
- c. Explorica: Layers of Assurance
- d. WorldStrides – Global Safety Partners – Worldstrides and Crisis24

## Extended or International Travel Application Form

**Date Submitted:** November 2021

**1. Sponsoring School:** École Mission Secondary School

**2. Destination:** Costa Rica

**3. Departure and arrival times:**

Depart Vancouver International Airport and arrive at San Jose, Costa Rica on March 13, 2023, time TBD

Depart San Jose, Costa Rica and arrive at Vancouver International Airport on March 21, 2023, time TBD

**4. Dates of Excursion and Number of Instructional Days Used (if any):**

March 13 – March 21, 2023 (No instructional days)

**5. Description of Activity (name of event if known; program/team involved; etc):**

### **Biology & Environmental Science Field Research Expedition**

The purpose of this trip is to give students who have interest in biology or environmental science an opportunity to experience fieldwork in biology and ecology. Investigating biological concepts within a diverse natural environment provides so many more learning opportunities than are available in the classroom. Students will also get added benefits from the cultural experience of travelling to another country.

The itinerary for the trip is as follows:

#### **Day 1 - Arrive in San José (groups flying from the west coast may be required to depart day 0)**

- Meet your tour director and check into hotel

#### **Day 2 San José--Tortuguero**

- Travel to Tortuguero
- [Tortuguero tour director-led sightseeing](#)

*Details:* Jump into Caribbean jewel Tortuguero, whose national park is packed with wildlife and ecological habitats. Most known for its sea turtle nesting grounds, the park also counts manatees, ocelots, and giant iguanas and numerous other impressive creatures as inhabitants. In the adjacent logging town of Tortuguero, sandy trails link funky wooden houses.

- [Caribbean Conservation Cooperation Museum visit](#)

*Details:* Run by the American Caribbean Conservation Corps, this museum centres on the corps' work with the park's sea turtle population. Learn about the area's ecology through life-sized exhibits and videos.

### Day 3 Tortuguero

- [Canal tour](#) & Tortuguero National Park visit

*Details:* Get up close with some of Tortuguero's coolest inhabitants. Make your way through the park's narrow waterways, where the overhanging vegetation can bring 300 species of birds, 168 species of reptiles and amphibians, and 60 species of mammals right up under your nose.

### Day 4 Tortuguero—Arenal

- Travel to Arenal
- [Hot springs visit](#)

*Details:* Let the volcanoes take you away. At Arenal's hot springs, bubbling lava fields heat the waters to make nature's own jacuzzi.

### Day 5 Arenal—Monteverde

- [Lake Arenal kayaking tour](#)

*Details:* Glide along the still waters reflecting the perfect cone of Arenal Volcano and the surrounding rolling hills. Lake Arenal, the country's largest, is also among its most scenic, and the area has become popular area to kayak, windsurf, sail, fish, and hike.

- [Travel to Monteverde](#)

*Details:* Because of its humidity and latitude, the entire city of Monteverde can disappear in a second under a massive cloud cover. Founded by Quakers in 1951, the city boasts the best in Costa Rican creatures. Observe a proud display of howler monkeys, revered quetzals and native frogs in the dense cover of the cloud forest.

- [horseback ride](#)

### Day 6 Monteverde landmarks

- [Santa Elena Biological Reserve visit](#)

*Details:* Get your spider monkey fix as you climb into the clouds. The Santa Elena Reserve reaches high into the atmosphere, bringing the cloudy mists into its lush forests and letting you see all the way to the Arenal Volcano.

- [Zipline canopy tour](#)
- [Plant your own tree](#)

*Details:* In 1987, a nine-year-old Swedish student asked what he could do to save the rainforests, and Children's Eternal Cloud Forest was born. The Monteverde Conservation League oversees the planting of deforested land and virgin rainforest in the Children's Forest and throughout the area, and now owns more than 22,000 hectares. Contribute your green thumb efforts to their conservation work.

### Day 7 Monteverde--San José

- [Butterfly garden & ecological farm visit](#)

*Details:* Fluttering wings of red and yellow hop from flower to flower in Monteverde's impressive Butterfly Garden, founded by biologist Jim Wolfe and his wife Marta Iris Salazar. Get a broader look at Costa Rican flora and fauna at the Ecolodge, a University of Georgia satellite campus. The visitor-friendly farm offers hiking, bird-watching and night walks, and the residents are always happy to discuss their work in sustainable agriculture throughout the area.

- Travel to San José

## Day 8 Start river rafting extension

- [Whitewater rafting guided excursion](#)

*Details:* The perfect way to experience Costa Rica at its best. After getting full safety and paddling instructions from your guide, head off into lush rainforest teeming with toucans, herons, and iguanas. Be on the lookout for basilisk lizards—these reptiles can scurry across the water on their hind legs, a feat that earned them the nickname “Jesus Christ lizards.” End your tour of Costa Rica’s most popular river with a traditional lunch prepared by your guide.

## Day 9 End tour

- Travel home

**6. Number and Grade Level of Students:** 10 to 18 grade 11 and 12 students  
(Final numbers TBD)

### 7. Plans for curricular/instruction/assignment make-up:

No instructional time will be missed.

### 8. Names of Supervisors:

Lindsay Colosie (Biology/Environmental Science Teacher, MSS)  
Erin Koski (Biology/Science Teacher, MSS)

### 9. Outline past experiences of supervisors(s):

Lindsay Colosie took a group of 13 students on a biological expedition to the Sea of Cortez in Mexico in 2018.

### 10. Method of Travel and Name of Carrier(s):

Arrangements to be made by:

Explorica  
Suite 901 - 3280 Bloor St. West  
Toronto, Ontario, Canada  
M8X 2X3  
Tel +1 (888) 378-8845

Air Carrier TBD

## 11. APPROPRIATE FUNDRAISING PRACTICES

- a) **Total cost per pupil for the package excursion, based on 6:1 student to supervisor ratio:** Estimated at \$3,426.00 per student (final cost TBD)

**Package costs includes:**

- Round-trip airfare
- 7 overnight stays (8 with extension) in hotels with private bathrooms
- Breakfast daily
- Lunch daily
- Dinner daily
- Full-time services of a professional tour director
- Visits to select attractions as per itinerary
- Tour Diary™
- Local Guide and Local Bus Driver tips; see note regarding other important tips
- Travel Insurance and **additional travel protection plan for COVID cancellations**

**Cost does not include:**

- Spending money
- Note: On arrival day only dinner is provided; on departure day, only breakfast is provided
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Optional excursions, optional pre-paid Tour Director and multi-day bus driver tipping, among other individual and group customizations will be listed as separate line items in the total trip cost, if included.

- b) **Pupil required to pay:** 100% less that which is fundraised

- c) **Source of funds when there is a difference between a & b:** fundraising to be coordinated by parent committee in conjunction with a team from Explorica

- d) **Total supervising staff is required to pay:** There will be no cost for the supervising staff as the touring company will finance the cost of 1 chaperone for every 5-6 students.

- e) **Name of travel agency and contact:**

Lindsay Christie  
Explorica  
Suite 901 - 3280 Bloor St. West  
Toronto, Ontario, Canada  
M8X 2X3  
Tel +1 (888) 378-8845  
Email: Lindsay.Christie@Explorica.com

## 12. APPROPRIATE LIABILITY COVERAGE

### a) Arrangements will be made through travel agent for:

- i) **accident insurance – YES**
- ii) **health insurance – YES**
- iii) **cancellation insurance – YES**

The Travel Protection Plan Plus provided through Explorica & TuGo, covers a range of events, including:

- A traveller's injury, sickness, or death of a family member;
- Theft of passport or visas;
- Flight cancellations and delays;
- Loss of luggage and personal effects;
- Trip cancellation or trip interruption due to covered reasons such as illness, injury, death, acts of terror;
- Trip cancellation due to Government of Canada travel advisory for “avoid all travel” or “avoid non-essential travel”;
- School Board or governing organization-enforced trip cancellations

More information can be found at: <https://www.explorica.ca/resources/travel-protection-plan.aspx>

## 13. Emergency Response Plans/First Aid arrangements in place:

For safety information about travel to costa rice: <https://travel.gc.ca/destinations/costa-rica>

Further information about safety procedures that Explorica has in place for their expeditions please see the attached PDF's.

## 14. APPROPRIATE ACCOMODATION ARRANGEMENTS

### Description of the accommodation arrangements:

While on tour, 3-4 students under the age of 23 and of the same gender will be sharing a room. These students will be from the entire group unless otherwise noted. For teacher-led tours, the Program Leaders will assign these roommates. Hotel rooms are furnished with either single or double beds; single beds sleep just one person and double beds may be shared. Participants aged 22 and younger may choose to upgrade to stay in a twin room for an additional \$45 per night (\$70 per night on cruises and ferries). The deadline for requests for twin room upgrades is 60 days before departure. For more information on accommodations, visit the [get ready section](#) of our website.

## 15. APPROPRIATE SUPERVISION ARRANGEMENTS

### a) Supervisor to student ratio: 1 to 5-6

### b) Strategies planned to assure the safety and appropriate supervision of the students:

No unsupervised travel or activities will be permitted. The students will be accompanied on supervised expeditions to surrounding research sites. The ratio of students to adults will never be less than 4:1 for these activities. A 10:00 pm curfew will be enforced. We will

follow the Mission Secondary School Field Study Guidelines and Regulations. These include the prohibition of drinking, drugs and smoking. Partaking in such activities will mean the automatic termination of the students' participation in the trip at his or her own cost.

#### **16. Provisions regarding proof of citizenship or immigration status:**

Students will be required to obtain a valid passport, if they do not already have one.

#### **17. APPROPRIATE PARENT INPUT**

##### **a) Parents surveyed regarding their support for the trip – Yes**

A letter will be sent home with interested students, to be returned indicating that the student had parental support before the application process can be started.

##### **b) Parents will be asked to contribute their time or funds – Yes**

Parents will be asked to help with fundraising, as a parent fund raising committee will be formed.

#### **18. APPROPRIATE STUDENT ACCESS**

##### **a) Qualifying factors required of participating students:**

- Student of Mission Secondary School
- Enrolled in or has already taken Biology 11, Marine Biology 11 or Environmental Science 12
- Current academic achievement is at an acceptable level (No F/C-)
- Attitude, effort and work habits are at an acceptable level (No N's)
- No unexcused absences (No classes skipped)
- No suspensions or withdrawals from school events due to disciplinary reasons
- Should be able to swim
- Parental permission
- Completed application form

##### **b) Students excluded because of inability to pay – No**

Sufficient time has been allotted to allow students the opportunity to fund raise.

##### **c) Arrangements made for students who require financial assistance:**

A fundraising campaign has been planned for the students to participate in. However, the amount of funds raised is determined by the students' willingness to take advantage of fundraising strategies. There is also a payment plan allowing payments to be made monthly rather than in one lump sum.

**19. ALL STUDENTS MUST FOLLOW THE SCHOOL CODE OF CONDUCT ON THE TRIP.**

**20. SIGNATURES FOR THE APPLICATION**

**Principal:** \_\_\_\_\_

**Teacher Sponsor(s):** \_\_\_\_\_  
\_\_\_\_\_

**Board / Approval :** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Your WorldStrides Explorica Tour

We work with you every step of the way to ensure that every aspect of your tour goes your way, from the preliminary planning process to your students' safe arrival home. That's why our dedicated staff works around the clock, so that you can get back to doing what you do best: changing lives one student at a time.

## Tour Directors

With WorldStrides Explorica, you never work alone. Our professional Tour Directors provide 24/7 support for our travelers, accompanying them every step of the way from arrival to departure. They live and work in the cities our tours visit, are fluent in the local languages and customs, and will advise travellers to support their personal safety and the safety of their belongings. Every WorldStrides Explorica Tour Director is thoroughly trained in safety procedures and how to handle any situation that may arise. We maintain regular contact with all WorldStrides Explorica field staff to provide up-to-date information on local conditions.

### **Requirements for all WorldStrides Explorica Tour Directors:**

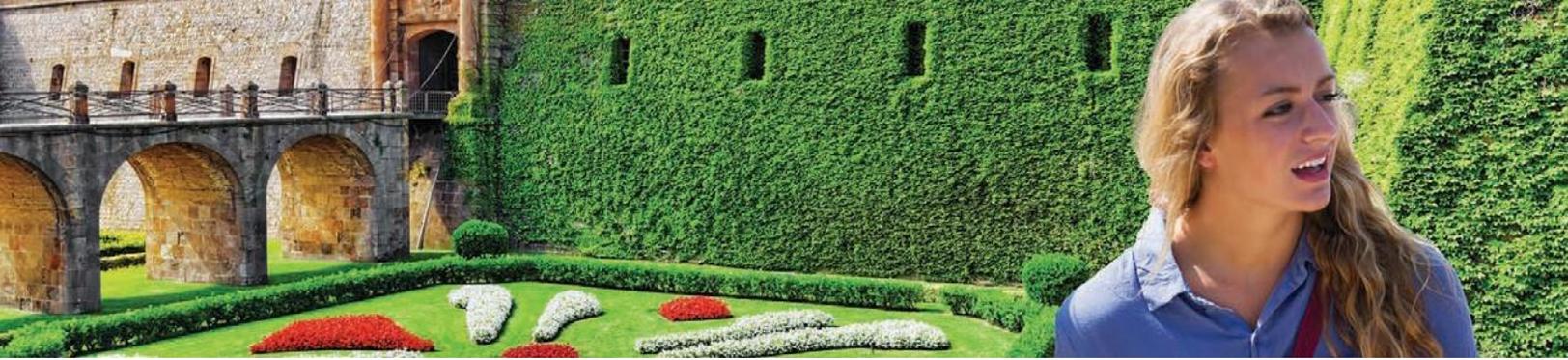
- › Regular criminal background checks
- › Valid first-aid certification and first aid kit on tour
- › Intensive annual trainings in safety and security
- › References before hire

### **Tour Director responsibilities:**

- › Advise students on safety practices, such as keeping hotel doors locked, securing valuables, locating emergency exits, and implementing the "buddy" system
- › Liaise effectively with WorldStrides Explorica's operations and emergency departments

### **Tour Director department support from WorldStrides Explorica:**

- › Organize annual Tour Director conferences to communicate safety and security updates
- › Organize on-tour support visits, sending senior Tour Directors to assist for quality control and emergency assistance purposes



## Ground Transportation

WorldStrides Explorica's emergency and land departments are available 24/7 and routinely deal with transportation issues. Itineraries can be rescheduled accordingly to make up for any missed activities where possible.

### Public transportation

When travelling via public transit, students are organized into sub-groups with chaperones. Our 6:1 student-to-chaperone ratio supports safety when travelling in this fashion. Every group travels with a Tour Director familiar with cities visited and corresponding public transit systems.

### Rail transportation

We only work with the best trains in Europe with the highest safety ratings, including Eurostar, AVE, TGV, and a number of other international rail transit lines.

### Coach safety features and equipment

- › All of our motor coaches are equipped with standard safety features to protect passengers.
- › Seatbelts (when present in the coach) are present for the comfort and safety of passengers. Wearing them is compulsory in most European countries.
- › Fire extinguishers are usually located at the front of the vehicle.
- › Emergency exits include instructions for use in an emergency. Most coaches also have roof hatches that can be used as emergency exits.
- › First aid kits are often located in the overhead compartment above the first row of seats. They should be in a container clearly marked with the Red Cross symbol.
- › Strict adherence to current driving hours legislation.

# Emergency Management

Tour Directors are trained on how to address emergency situations at the onset of every travel season . WorldStrides Explorica provides an emergency phone number to all participants, parents, chaperones, Tour Directors, and anyone else associated with the trip . WorldStrides Explorica’s emergency and operations staff conduct drills and trainings on an annual basis, to test all processes and procedures .

## **Minor incidents**

Tour Directors report any minor accident to our operations team at the onset of the incident . Depending on the situation, appropriate personnel are informed via an internal communication system, which alerts multiple departments, allowing them to work quickly and efficiently to resolve the issue . Incidents are not resolved until labelled as closed in the system .

## **Major incidents**

All information regarding a major accident is reported via our internal communication system following established protocols for escalation of information to appropriate senior leaders of the organization . In a major accident situation, our safety and security officer is contacted immediately to ensure the situation is communicated accordingly to all parties . Tour Directors and staff work with the group leader to accommodate the groups’ needs for the remainder of the tour . We will contact the insurance provider when necessary .

## **Extreme weather or natural disasters**

In the case of extreme weather or natural disasters, the Tour Director will report the situation via our internal communication system and notify our safety and security officer . Arrangements will be made to accommodate the needs of the students on tour .

## **Allergies**

WorldStrides Explorica advises the Tour Director and all relevant suppliers of any traveller allergies provided by the traveller online or by the group leader through completed allergy forms . The Tour Director will work with chaperones to accommodate the students’ needs .

## **Prevention and action plan for missing students**

Head counts are performed at each meeting point on tour, and each time the group boards a bus or other form of transportation . All students receive the hotel’s name, address, and phone numbers . In the event of a missing student, our emergency procedures would be activated and all parties on location would support efforts in finding the student . Teachers are also accountable for assisting in these efforts .

## **Lost or stolen passport**

In the event of a lost or stolen passport, your group’s Tour Director and the WorldStrides Explorica operations team will assist you in the proper procedures for obtaining a new one . WorldStrides Explorica is not liable for lost or stolen passports . For coverage in such an event, please purchase one of our travel protection plans .



# Emergency Response Plan

WorldStrides Explorica's approach to safety and security is to be prepared. We always plan not to have a crisis, but we prepare for everything just in case. WorldStrides Explorica has a very comprehensive internal response plan (including a major and minor incident response plan) regarding the many emergency situations that may occur while on tour.

We conduct emergency drills with our Emergency Response Team, Tour Directors, and select staff yearly in order to practice handling emergencies. The teacher and chaperones, along with the WorldStrides Explorica Tour Director, are responsible for the safety of the students while on tour.

In the event of a crisis, our emergency plans are immediately activated. Every emergency situation is tracked in our Emergency Issue Tracker, and no issue is closed until the emergency is completely resolved. All levels of the company are involved in order to resolve any situation. This includes the direct involvement of the Tour Director, their communications to the Health and Safety Department, Tour Director supervisors, the Emergency Support Department, the Operations Department, and our Customer Care Department. There is a corresponding priority and escalation process, with senior executive involvement only a mobile phone call away, 24 hours per day.

## **At WorldStrides Explorica, we consider an emergency as follows:**

- › **A serious, unexpected, and often dangerous situation requiring immediate action.**
- › **A situation that poses an immediate risk to health, life, property, or environment.**
- › **A situation or event that has caused unexpected consequences, changes, or has affected the tour, the participants, or the tour leaders and the ability of the tour to continue to run as planned. For us, these can also be quality concerns or tour flow concerns in addition to traditional "emergency" situations.**

We believe that each incident requires a customized approach, which is why we dedicate substantial resources to incident and emergency management. The examples provided in the subsequent pages detail our individual approach to situations we have managed in the past.

Some examples of crises we have handled where there were tour participants impacted include grounded flights due to Icelandic volcano eruption (2010); Arab Spring (2011); Japanese Tsunami (2011); Paris bombing (2015); Brussels and Nice bombing (2016).

WorldStrides Explorica partners with WorldAware who is the premier integrated risk management firm focused on empowering our travellers with the best intelligence and insights should a crisis occur nationally or overseas. We would be in constant contact with WorldAware in the event of an evacuation situation—and would receive the very best intelligence available to ensure we get our groups to safety as quickly as possible. In the event of a terrorist attack or other life-threatening situations, WorldAware offers evacuation services that could be an option for our groups.



# Emergency Example 1

## Missing Participant

In a situation where a participant has been separated from the group, our team has taken the following action steps:

- › Speak to the rest of the group and ask when they last saw the missing tour member .
- › Institute the buddy system and have the group check likely locations (room, bathroom, meal room, lobby, bus) .  
Ensure buddy teams contact the Tour Director and return to the group immediately if the participant is located .
- › Contact hotel staff if there is a possibility the missing person is in their hotel room .
- › Contact event or venue staff to arrange for the tour member to be contacted .
- › Contact the local police . Once police are involved, do not leave them without first advising them, and make sure they have an itinerary and number where they can reach you .
- › If police contact is made, contact 'WorldStrides Explorica Emergency' immediately . The group leader or WorldStrides Explorica Emergency personnel can contact the nearest relative if the missing tour member is travelling alone .
- › Explain to the group leader that the Tour Director's responsibility is to the group and that once the student is located (eg . back at hotel) the tour should go on as scheduled for the other tour members—this could mean a missed site for the student and group leader .
- › Have the group leader assume responsibility for working with the local police and determine who will remain behind or who will come to the police station to assist them with searching for the missing person .
- › Prepare the major incident report on what has happened, outlining contacts made with hotel, event/attraction staff, police and relatives .

Each student should be carrying the name of the hotel and the emergency number and is instructed to take a taxi back to the hotel if separated and they cannot reach their group leader, a chaperone, a friend on tour, or the Tour Director .



# Emergency Example 2

## Hospitalization

In a situation where a participant requires significant medical intervention, our team has taken the following action steps:

- > Contact the WorldStrides Explorica Emergency Office immediately . The group leader can contact the nearest relative if the passenger is travelling alone .
- > Explain to the group leader your responsibilities to the group, and that the tour must go on as scheduled (eg . while student is at hospital, tour to museum continues) .
- > The group leader must assume responsibility for the care and attention appropriate for the ill passenger and determine who will remain behind with the ill passenger or who will come to join the person at the hospital .
- > Do not depart the hospital and resume the tour until all appropriate papers are signed .
- > Make sure the ill person is under proper medical care and that there is a clear understanding with the group leader as to who will be looking after the passenger .
- > Do not give out any medication .
- > If you are at a hotel, advise hotel staff of the situation immediately and ask them to call an ambulance .
- > If the passenger becomes ill whilst on the coach, depending on the degree of illness, try to reach the next designated lunch or rest stop .
- > If the illness appears serious, consider proceeding directly to the nearest hospital or medical centre immediately .
- > The passengers could be let off the coach at a nearby restaurant or shopping centre, rather than having to wait at the hospital .
- > The primary priority is the ill passenger; we make sure he or she is getting the necessary medical care . After that, the tour can be resumed as normal .
- > Make sure you fill in the 'Major Incident Form' about what transpired giving informed details of what happened, and make sure you give your home/office contact details .
- > Please inform the local Canadian Embassy when any Canadian Citizen is hospitalized .



# Layers of Assurance

When you travel with Explorica by WorldStrides, you're backed by the strength of North America's largest and most trusted educational travel organization. The following is just a sampling of the comprehensive safety and support services Explorica provides each individual and group.

## TOTAL TRAVEL PROTECTION

Unfortunately, many things can happen that might cause you to cancel your travel plans or cut them short. The worst part is, without adequate protection, you can lose your travel investment. The Travel Protection Plan Plus can protect your travel investment if your trip is cancelled or interrupted for a covered reason.

**Travel Protection Plan Plus** covers school board cancellations and common mishaps like misplaced tickets or passports, lost luggage, sickness or injury during the tour, and more. Along with providing a range of insured benefits from TuGo, the Travel Protection Plan Plus also includes the WorldStrides exclusive Cancel For Any Reason (CFAR) Waiver benefit. This CFAR waiver allows you to cancel your trip for any reason not otherwise covered by your insurance policy.

## COMPREHENSIVE LIABILITY COVERAGE

We maintain an industry-leading multi-million-dollar level of liability coverage. This policy extends coverage to the Program Leader and chaperones, as well as the school and school board. So you and your academic organization can rest assured that you are protected while travelling with Explorica.

And, as a member of the Travel Industry Council of Ontario (TICO), a self-governed, not-for-profit corporation whose mission is to promote a fair and ethical market place where consumers can be confident about their travel purchases, tour investments with Explorica are fully protected by TICO's Compensation Fund.

With an extensive network of nationally and internationally trusted travel safety and security associations such as Crisis24, the International Airlines Travel Agent Network (IATAN), and the Ontario Motor Coach Association (OMCA), Explorica is the educational travel provider you can trust.

## PROVINCIAL REGISTRATION AND LEGAL COMPLIANCE

Explorica is registered in accordance with the Travel Industry Act and Consumer Protection BC and upholds the standards and policies of both regulators. The registration number with TICO is 50025477 and the license number with CPBC is 54663.

## TRUSTED EXPERIENCE

Explorica travellers benefit from over 50 years of experience, and a worldwide network of support:

- **Proactive health and safety:** Backed by the resources of the entire organization, our Health & Safety Team is ready to spring into action with plans for situations large and small. Safety protocols are built into every aspect of our operations. From rigorous safety checks and detailed site visits, to continuous safety trainings conducted by our veteran health and safety professionals, we take every precaution to ensure a safe and enjoyable travel experience for all participants.
- **Global vigilance:** We also partner with Crisis24, a leading worldwide security and risk management organization, for additional assistance monitoring and evaluating global conditions.

## UNPARALLELED ON-TOUR SUPPORT

We're by your side every step of the way to provide guidance and assistance:

- **Expert Tour Directors:** Explorica's Tour Directors live and work in the cities in which tours visit, and are fluent in the local languages and customs. They advise travellers on how to ensure their safety and the safety of their belongings, and are thoroughly trained to handle any situation that may arise. We maintain regular contact with all Explorica field staff to provide up-to-date information on local conditions.
- **Doctors on Call Program:** WorldStrides has an exclusive partnership with The George Washington University Department of Emergency Medicine. A George Washington University doctor serves on our staff as the WorldStrides Medical Director, overseeing medical response planning for the organization and providing direct case management in the event of a medical response issue anywhere in the world. Our partnership gives us access to doctors who are available 24 hours a day to provide consultations to all our travelling students, parents, and teachers.
- **On Tour Support:** We maintain an On Tour Support office that can be reached 24 hours a day, seven days a week, because safety is our first priority. Should your group require an extended stay due to an airline problem or weather related issue, our On Tour Support office will make arrangements to accommodate your group (hotel, meals, re-booking airline seats, and providing additional bus usage).



# Global Safety Partners

## WORLDSTRIDES AND CRISIS24

As part of our partnership with Crisis24, WorldStrides offers a global network of support, including industry-leading risk management services. WorldStrides' Vice President of Health and Safety, supported by our team of risk management professionals, continually assesses all travel destinations and situations. These world class services help us gather information, mitigate risk, and respond quickly and responsibly to crises large and small.

### Who is Crisis24?

Crisis24 is the premier integrated risk management company focused on empowering customers with the best intelligence and insights available to operate globally with confidence. Their innovative solutions enable multinational organizations like ours to prepare for, monitor, and respond to potential threats to our travellers, staff, suppliers, offices, and information.

### Crisis24 Global Operation Centres

- » 24/7 proactive monitoring
- » Daily intelligence briefings & security assessment ratings
- » Weekly Regional Intelligence Reports and tailored decision support in 10 critical threat and intelligence categories: Security, Transportation, Health, Entry-Exit, Communication-Technology, Legal, Financial, Environment, Language, and Culture
- » Security and medical response support for emergency evacuation
- » Advice for security issues
- » Support from highly-trained response coordinators
- » Custom protocols tailored to our organization

**ITEM 6.2**      **Action**      **File No.**

TO:                      Board of Education  
FROM:                T. Loffler, Board Chair      A. Wilson, Superintendent, V. Searwar, District Principal of  
Indigenous Education  
SUBJECT:            Indigenous Graduation Requirements BCSTA Survey

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### Recommendation

**THAT the Board submits responses to the BCSTA Survey as stated in Options.**

1. **Summary:** The Ministry of Education, in collaboration with the First Nations Education Steering Committee (FNESC), is implementing [new Indigenous coursework graduation requirements](#).

The ministry is [collecting feedback](#) on the proposed implementation. All boards are encouraged to complete the ministry's survey by the April 22 deadline.

BCSTA will also be providing a supplemental written response to the ministry focused on the perspectives of boards of education. Feedback for BCSTA's submission is required by April 26.

2. **Background:**
3. **Options:**

Questions from <http://www.surveymonkey.com/r/indigenous-focused-grad>

1. **Board of Education:**
2. **What excites you about the new initiative?**
  - a. *I see this as a step forward for reconciliation, every graduate of a BC school will have knowledge of Indigenous past histories, resilience, contributions and ongoing Indigenous presence and hope for the future. This work benefits all involved, not only Indigenous students, but the entire school and school district community.*
3. **What do we need to be aware of that is important to your board and district?**
  - a. *That within the city of Mission is the former Indian Residential School (St. Mary's), and that Chiefs and members of the local Stó:lo communities have been meeting to plan for the scientific probing and investigation of unmarked graves:*  
<http://www.stolonation.bc.ca/residential-school-project-information>
4. **What, if any, additional information, supports and resources do you need to implement this initiative successfully and meaningfully?**
  - a. *See #5 below.*
5. **What, if anything, do you need from the Ministry of Education to be successful with the implementation?**
  - a. *Brainstorming and sharing sessions at the provincial level, so we can connect with colleagues in other school districts.*
  - b. *Focused funding for this from Core budget.*
6. **What, if any, barriers exist to the successful and meaningful implementation of this initiative?**

- a. *Finding staff who are passionate about the subject matter, and not having the course simply added into someone's schedule; increased demand for particular classes may require some support or retraining for some staff*
7. **Does your district currently offer any of the courses that are listed as course that will count toward the credit requirement?**
  - a. *Yes – we currently offer: BC First Peoples 12; English 12 First Peoples; English 10 First Peoples Literary Studies; English 10 First Peoples New Media & Literary Studies; English 11 First Peoples New Media & Literary Studies;*
8. **Does your district currently offer a local BAA that will count toward the credit requirement?**
  - a. *Yes – Indigenous Cultural Mentorship Course – the course was co-created by Indigenous SD75 staff, and local Indigenous Elders. Recently, we have engaged with Education Coordinators of the local Nations for input as well.*
9. **Does your board currently offer a course that was co-created with the rightsholders in your district and focuses on local Indigenous knowledge?**
  - a. *As above (#8).*
  - b. *We are in conversation currently with the school administrator of Fraserview Learning Centre (ALT school) and the Chief of Sq'ewlets First Nation for a partnership and co-creation of a BAA course on Indigenous Fishing and Land and Water Stewardship.*
  - c. *See below (#10).*
10. **Does your district offer opportunities for students to receive credits in local language?**
  - a. *Not specifically in the language. We have significant challenges with finding and maintaining teaching staff who have a degree of fluency in Halq'emeylem. We do offer Halq'emeylem as an optional program to Grades K-6, led/facilitated by Halq'emeylem speaking Support Staff. We also have a Grade 7 & 8 course called Stó:lō History, Halq'emeylem Language, Story & Culture, where the language is embedded into the course, and whereby Halq'emeylem speaking Support Staff work and teach alongside the course/classroom teacher. This course was created by Indigenous staff with engagement of Indigenous community members and specifically the Advisory Council members.*
  - b. *SD75 is engaged with local Indigenous community members to create a Halq'emeylem Language Policy (in progress).*

## 2. Analysis and Impact:

- a. Strategic Plan Alignment
- b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity
- c. Funding Guidelines, Costing, & Budget Impact
- d. Policy, Legislation, Regulation
- e. Organizational Capacity
- f. Risks
  - i. Organizational
  - ii. Reputational
  - iii. Strategic
- g. Benefits
  - i. Organizational

- ii. Reputational
- iii. Strategic

**3. Public Participation:**

**4. Implementation:**

**5. Attachments:**

**ITEM 6.3                      Discussion    File No.**

TO:                      Board of Education  
FROM:                  A. Wilson, Superintendent of Schools  
SUBJECT:              Hybrid meetings options

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1. **Summary:** The Board and Staff have previously established that with the easing of the current Covid-19 restrictions, the Closed and Public Board meetings and Trades Training Advisory Committee meetings will be held in person for the remainder of this school year, at the Ecole Heritage Park Middle School Cafetorium. The Committee of the Whole meetings will continue being held via ZOOM to make them more accessible to the public and to the Education Partners.

The Board will discuss the plan for meetings going forward – will we continue meeting in person at the school sites? Are we capable of holding hybrid meetings? Do we have the technology capabilities and what are our financial constraints?

Recent Article from New Westminister for information: <http://www.newwestrecord.ca/local-news/new-westminster-school-board-looks-at-new-hybrid-meeting-plans-for-202223-5253517>

2. **Background:**
3. **Options:**
4. **Analysis and Impact:**
  - a. Strategic Plan Alignment
  - b. Q'pethet Ye Tel:exw, Gathering to Understand: A Framework for Creating a Culture of Equity
  - c. Funding Guidelines, Costing, & Budget Impact
  - d. Policy, Legislation, Regulation
  - e. Organizational Capacity
  - f. Risks
    - i. Organizational
    - ii. Reputational
    - iii. Strategic
  - g. Benefits
    - i. Organizational
    - ii. Reputational
    - iii. Strategic
5. **Public Participation:**
6. **Implementation:**
7. **Attachments:**

**School District #75 (Mission)**  
**Public Meeting of the Board of Education Minutes**

**March 8, 2022, 6:30 pm**  
**Zoom Meeting**

**Members Present:** Board Chair, Tracy Loffler  
Vice-Chair, Randy Cairns  
Trustee, Shelley Carter  
Trustee, Julia Renkema  
Trustee, Rick McKamey

**Staff Present:** Superintendent of Schools, Angus Wilson  
Secretary-Treasurer, Corien Becker  
Assistant Superintendent, Karen Alvarez  
Director of Operations, Dana Maclean  
Executive Assistant, Ilona Schmidt (Recorder)

**Others Present:** MTU President, Ryan McCarty, MTU Vice-President, Shannon Bowsfield, CUPE President, Nansy Gibson, Principal, Angela Condon, DPAC Treasurer, Jacquelyn Wickham

**1. CALL TO ORDER**

The meeting was called to order at 6:30 pm by the Chairperson. The Chair acknowledged that Mission Public Schools is held on Stó:lō Territory. There are four First Nation Bands within the boundaries of the Mission School District: Leq:a'mel, Sq'èwlets, Kwantlen, and Matsqui First Nations.

**2. ADOPTION OF AGENDA**

**MOVED and Seconded that the Agenda be adopted as presented.**  
**CARRIED**

**3. DELEGATIONS/PRESENTATIONS**

**4. UNFINISHED BUSINESS**

**5. STAFF REPORTS**

5.1 Reporting out from Closed Meeting

On March 8, 2022, at the Closed Meeting of the Board of Educations of SD75 Student matters, Property is Personnel were discussed.

5.2 COVID Update

We still do not have all RATs out. They seem to have been delivered to schools alphabetically. At the elementary level, they will be distributed to parents directly.

Attendance has been normal, almost better than normal lately. Restrictions update: we are now allowed to have parents coming back into schools. Capacity limits are cut to 50% as soon as parents arrive.

## 6. NEW BUSINESS

### 6.1 Trustee Code of Conduct

The Trustee Code of Conduct has last been reviewed 5 years ago. Social Media needs to be included.

**Trustee Cairns proposed an amendment to the last line of Policy:** after coma, add **Respectful Schools policy referenced.** Board and Staff had no objection.

The Board Chair put forward a MOTION:

**MOVED and Seconded THAT the Board of Education direct Staff to provide a draft update to the Trustee Code of Conduct Policy, including Administrative Procedures at the April COTW Meeting on April 5, 2022. CARRIED.**

SD 62 Sooke and 44 North Vancouver have an updated Trustee Code of Conduct for reference

### 6.2 Summit Learning Centre

**MOVED and Seconded THAT the School District 75 discontinue the Distance Learning program for K-7 effective June 30, 2023. CARRIED**

The Superintendent shared current Summit enrolment numbers, options, PROs and CONS, and offered the Board 4 options.

Summit 8-12 is quite a robust program.

Abbotsford has not confirmed but will likely be a HUB starting this September. The Superintendent sent a message with our intentions to Abbotsford Superintendent. Delaying the winding down of Summit will allow for transition.

A question was asked if we could keep Grade 7 open and offer Gr7-12 options. As of now, GR8,9 are taking full course loads while Gr 10, 11, 12 students are taking supplemental courses, adding to their regular MSS

A question was asked if there has been a decline as students already feed to other areas. Some of the online schools offered "bribery" for signing up with them. The decline has been seen in elementary, growth is seen in online learning for students having challenges fitting in.

Has any engagement been done with Summit Parents recently? Not yet. Staff can certainly engage or send a letter. Give as much notice as possible.

### 6.3 Social Media

Trustee Carter brought up Social Media as there are more and more targeted attacks seen online. District Administration 2.16 - is this something to look at in

policy? Some school districts have policies to cover everyone (Staff and Trustees) with procedures in place. We should start the discussion on how posts on social media reflect on us as political staff.

A comment was made that social media has become an increasingly complex environment. People comment without really knowing the other person. We need to send our messages out with a positive twist, not accepting "keyboard warriors."

Based on our Policy/Procedure review calendar - it is in the queue for December 2022. Should we move the review closer? Trustees are to convey information about the District. Respectful Schools Policy should help guide us if something should come up. The majority of the Trustees agree with the Policy/Procedure being reviewed in December 2022.

A comment was made that this discussion needs to happen through all partner groups. The entire school district should move forward with a common goal and have a unified online presence.

#### 6.4 Electoral Boundaries

**MOVED and Seconded THAT the Board of Education make a written and in-person submission to the Electoral Boundaries Commission Act and advocate for Mission to have its own singular electoral district.**

**CARRIED**

We currently have Maple Ridge/Mission and Abbotsford/Mission electoral areas. This time, we have 2 MLAs from one political party. In the past, we had two different MLAs from two parties, which was not very productive.

We can work with 2 voices, no matter which party they belong to. 2 voices are beneficial to Mission, no matter where from.

Mission should have our own Electoral Boundary given the proposed growth.

If we have MLAs from the area they represent, they can battle for their area. No problem for the council or SD to advocate.

#### 6.5 BCSTA Climate Change Survey

**MOVED and Seconded THAT the Board of Education submits the provided responses to the BCSTA Survey.**

**CARRIED**

Staff provided information.

Future procurement of replacement vehicles to be electric if feasible should be mentioned.

Solar panels have been installed on Dewdney Elementary, to explore energy savings. A question was asked if they are connected to the BC Hydro grid, so we can get some savings back.

Grounds irrigation is discussed in AP 701 (brown-field).

The Director of Operations provided that even though it is not part of major policy, we always consider the energy efficiency and environmental impact. (i.e: new condensing units)

## 7. MINUTES OF PREVIOUS MEETINGS

### 7.1 Board of Education Public Meeting Minutes, February 15, 2022

**MOVED and Seconded that the Board of Education Public meeting minutes dated February 15, 2022, be approved.**

**CARRIED**

## 8. INFORMATION ITEMS

## 9. CORRESPONDENCE

## 10. COMMITTEE MINUTES/LIAISON REPORTS

- Feb 17 - BCPSEA – Vaccine update
- Feb 18 – Pro D, Kevin Lamoureux presentation
- Feb 22 - SCOTW
- Feb 23 - ELL Consortium (Vancouver receiving many students with Afghan background)
- Feb 24 - Mission Community Foundation Board meeting (external) scholarship dates
- Feb 24 - Mission Heritage Commission (external) joint meeting with Parks and Recreation and Mission Cultural Committee at The Penny: Focus - Mission Waterfront plan
- Feb 26 - attended The Coldest Night
- Feb 28 BCSTA Fraser Valley Branch meeting
- March 1 – COTW
- March 2 - Heritage Commission meeting (external) Komagata Maru information to be provided, meeting with Sikh community, Board needs more info.
- MoE zoom announcement re: new Indigenous graduation requirement
- March 7 - DPAC
- March 8 - Siwal Si'wes
- March 8 – attended zoom with MLA's Alexis, D'Eith and Minister Farnsworth about Mission - CT scan for the hospital, new bypass, and public asked about the new high school. The business plan was finally presented. The plans will be completed by the end of their term.
- Followed Mission Community Foundation Blog
- Equity Plan roll-out with the staff (presented at Siwal Si'wes)
- Matsqui FN - Let's Talk Education Forum with the Elders and the Education liaisons. The Board will be meeting with BOE early in April. Helq'emeylem language, equity, diversity, territory acknowledgement, house post (everyone is excited). LEAs - importance and engagement protocol from Leq:a'mel were discussed. The protocol should be sent to BOE.

## 11. ANNOUNCEMENTS

## 12. QUESTION PERIOD

MTU inquired about Social Media as it is still gathering data about a recent incident online. Mission BC & Neighbours had an almost angry mob-like post. Does that in itself not warrant having the social media policy reviewed quicker? The Board Chair has been observing the activities in this group. She has commented at times and has asked people to email her to address concerns directly. Nobody has come forward with an email to date.

**13. ADJOURNMENT**

**MOVED and Seconded that the Board adjourn the meeting.  
CARRIED**

The meeting adjourned at 7:36 pm

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Chair, Board of Education

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Secretary-Treasurer

The minutes were approved on [DATE]  
at the [NAME] meeting.